

Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

Date: 11/6/14

Tara Hauck
680 SE Prairie Park Lane
Waukee, IA 50263

Dear Tara,

This letter is in regards to the 11/3/14 compliance check of your Category C-1/B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

- ☐ 110.4 No more children are in care than the rules for the specific category will allow. (I conducted your review considering the rules for a Category B provider as that is what you indicated your current renewal is being processed for. By accepting the drop-in toddler, you knowingly went over allowable numbers for either a category C-1 or a category B provider by one child. This is not your first violation in being over allowable numbers of children being cared for. You cannot exceed State mandated number limits. I have included a statement to sign indicating your future cooperation in remaining in compliance with State policy.)
- ☐ 110.5(1)d Medicines are given only with written authorization from the doctor or parent. (You need to have the parent complete and sign the Medication sheet I shared with you for the child with the Epi-pen.)
- ☐ 110.5(1)r Fence for above-ground pool is four feet above sidewalls of pool. Height of pool walls not included in measurement. (You installed an above ground pool for part of the summer without adequate fencing or an ASTM approved cover. I have included a statement to sign which indicates your cooperation in future compliance with pool policy.)

110.5(2) A provider file is maintained and contains:

- ☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years. (You need to obtain current physician signed statements of health for yourself and your husband to be kept on file. With the new form I shared, these need to be renewed every three years.)
- ☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR. (You need to obtain current certification in CPR and First Aid training.)

110.5(8) Children's Files

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually. (Several of your children's files need current physician signed statements of health.)

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health. (Several of your children's files need current immunization reports.)

110.9(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"

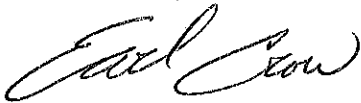
☐ 110.9(1)d Not more than two children who are receiving care on a part-time basis at any one time. (See description in earlier section.)

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations on or before** 12/26/14.

☒ Based on the items out of compliance listed above, you will be required to have a re-check or follow-up visit to your home. This visit will occur on or after 12/26/14.

Please call me if you have any further questions.

Sincerely,



Earl Crow
Child Development Home Compliance Checks
DHS, Story County
(515) 268-7106

C. Mark Chappelle

Social Work Supervisor
(515) 993-1705

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-800-722-7619.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://dhs.iowa.gov/sites/default/files/CC Professional Development.pdf](http://dhs.iowa.gov/sites/default/files/CC%20Professional%20Development.pdf) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).